

**SEND amendments to SEND policy for remote learning provision during school closure to COVID - 19**



---

**Policy: Remote Learning - Annex to SEND Policy**

**Policy Ref: CSP 18**

**Version Number: 1.0**

**Date: April 2020**

**Review Date: Sept 2020**

**Authorised by: Governing Body**

**Updated by: Ms L Wilkes Mrs F Heming**

---

**Vision:**

During the period of school closure, The Cotswold School will continue to seek SEND provision that supports both our students and their families, parents and carers, empowering them to manage barriers to learning through acknowledging their strengths and skills. SEND provision aims to guide, support and sign post provision so that our young people and families can be strong, independent lifelong learners.

The following amendments have been made to the provision and support of students with identified additional needs as defined in The Cotswold School SEND Policy.

These amendments complement those procedures and protocols as stipulated in the Cotswold School Safeguarding Policy. They are also specific to support The Cotswold School students with identified needs and are additional to needs, which can be met through normal responsive classroom teaching.

**Remote Provision of SEND students**

The procedures outlined below are in addition to the school's remote learning protocols which safeguard students at The Cotswold School.

**1. Remote support sessions**

1.1. Where existing My Plan+ EHCP provision states 1:1 support, these students will retain this provision as part of their ongoing individual plans. The SENCO Team will ensure that all planned and arranged links are made through the parent or carer. In circumstances where parents do not live together, both parents will be consulted and contacted with the arrangements. In circumstances where students are supported with multi-agencies, the SENCO and designated Pastoral Leads, will make these agencies aware of on-going provision and provide the agencies with a timetable of meetings.

Any video links will be pre-arranged through prior contact with the parents or carers who will have a voice in consenting to proposed video support. A parent/carer will be present or in the vicinity of

the meeting. The video link will be take place in a public area of the child's home e.g. kitchen, living room and not the child's personal space such as the bedroom. The protocols outlined in the Safeguarding Policy will be adhered in reference to the location of video links.

1.2 All 1:1 sessions will be recorded and minuted. Minutes will be sent to parents/carers on request and kept as a record on the student file and recorded on SIMS and central document.

Should a parent or carer not agree to a video link session, the SENCO or Pastoral Lead must negotiate the most appropriate method of conducting the session in adherence to safeguarding protocols and recording of the meeting e.g. email, recording without a camera or using the telephone. Minutes should be recorded as stated above.

## **2. Applying a graduated approach during remote learning**

The Cotswold School will continue to apply the graduated approach to support students identified with SEND.

2.1 Assessment of students needs will continue as per the set process and procedures outlined in the SEND Policy. During School Closure students will be monitored through online meetings of designated Leads within the school as well as within the SEND team.

While using virtual learning, all teachers of students with SEND will monitor student's attendance as outlined. Any concerns of the teacher regarding SEND students attendance will be reported to the appropriate Lead Professional within the school and SENDO.

Monitoring of progress and performance of students will continue through virtual lessons as outlined in the Safeguarding Policy.

2.2 Review of My Plans and My Plan+ EHCP will take place in line with LA guidelines and in consultation with parents/carers and student via phone or virtual platform agreed by all parties. If this is not possible, an email of the document will be sent to all parties involved for comment and returned within a 2-week period of being sent. Additions and targets will be reviewed and amended and records kept in individual student file and on SIMS.

2.3 Updates of student provision will be communicated to all staff via the SENDCO and SIMS.

## **3. Students educated off site by Additional Agencies**

The Cotswold School will continue to work closely with students who are dual registered. We recognise the increased importance of keeping connected with our students during this time, and the heightened need for mental health and wellbeing of our students working with additional agencies.

3.2 Pastoral contact with students to be through the Pastoral Lead to maintain sense of community and connection with peers during period of school closure.

3.3 Review of My Plan's as 2.2 in collaboration with GHES/other agencies of support. All actions will be communicated to relevant parties by the SEND team and recorded.

## **4. Parent, family and carer support**

The Cotswold School values the families, parents and carers of students as being a vital provision in the support of their child. With this in mind, we recognise the need to support our families despite this time of school closure.

CSP 18 SEND Covid 19 appendix April 2020 review Sept 2020

4.1 Sign posting of appropriate provision will continue to be communicated via the SEND team working with the student and family, according to the specific needs of the student and in accordance with existing individual plans in place. This will enable clear support within the stipulated targets of the plan. The SEND team will offer guidance through this provision, which will seek to sign post areas of support open to the choice of the main care giver (usually parents).

4.2 Where necessary the SEND team will communicate with additional agencies prior to sign posting, in order to prevent any conflict of communication in support from these agencies to the families and student involved.

Any sign posting will be noted on SIMS and any relevant additional support agencies will be notified when this support has been given.